

State of California  
Department of Justice  
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
MINUTES

May 24, 1972  
Anaheim, California

The meeting was called to order at 2 p.m. by Chairman Fabbri.  
A quorum was present.

Present:

John Fabbri	- Chairman
Jack G. Collins	- Vice Chairman
Ben J. Clark	- Commissioner
Charles T. Flynn	- Commissioner
Dan Kelsay	- Commissioner
Robert S. Seares	- Commissioner

Also Present:

Gene S. Muehleisen	- Executive Director
Carl R. Ball	- Assistant Director
Gerald E. Townsend	- Assistant Director
Imogene Kauffman	- Recording Secretary

Absent:

Lyell C. Cash	- Commissioner
Fred J. Morey	- Commissioner
Earl R. Strathman	- Commissioner

As a result of consideration of the testimony presented at hearings on May 17 and 24, 1972, the proposed revisions, amendments and adoptions to the Regulations and Specifications were finalized and motions for approval, revision or deletion were made by each Regulation Section as follows:

1001 Definitions

(o)

Definition of "Certified Course"

Unanimously adopted as proposed.

(p)

Definition of "Lateral Entry or Transfer"

Unanimously adopted as proposed.

1002 Minimum Standards for Employment

(a)

(1) Be-a-citizen-of the United-States

Voted unanimously not to delete this requirement at this time.

- (2) ~~Be-at least 21-years-of age~~

Voted unanimously to delete age requirement.

- (4) Be a high school graduate or have passed ~~the a~~ General Education Development test ~~indicating-high-school graduation-level-~~ with an overall score of not less than 45, and a standard score of not less than 35 on any section of the test, as established by the American Council on Education, or have attained a score on a written test of mental ability approved by the Commission and equivalent to that attained by the average high school ~~student~~ graduate.

Unanimously adopted as proposed.

1003 Minimum standards for Lateral Entry or Transfer

- (a) Delete - Visual acuity requirement

Voted unanimously for deletion of this section.

- 1003 ~~(e)~~  
(a) Whenever an officer of any rank enters a department laterally by lateral entry or transfer, the department shall forward to the Commission within 30 days ~~of~~ from the date of his appointment, ~~his full-name,-date of-birth, date-of appointment,~~ and a summary of-the-subject's-past experience, training-and-education, a notice of lateral entrant on a form provided by the Commission.

Unanimously adopted as proposed.

- (b) All ~~other~~ requirements of Section 1002 of the Regulations shall apply in each and every case of lateral entry or transfer, regardless of the rank to which the subject is appointed, unless waived by the Commission.

Unanimously adopted as proposed.

1005 Minimum Standards for Training

Delete Section 1005 (a) - Pre-service college training.

Unanimously adopted as proposed.

~~(b)~~  
(a) Basic Course

- (2) Each and every trainee must satisfactorily complete the prescribed Basic Course within ~~48~~ 12 months from the date of his appointment as a regularly employed officer.

Proposed change carried with one opposition from Commissioner Kelsay.

~~(d)~~  
(c) Middle Management Course

- (1) ~~The Middle Management Course shall be optional until~~ After, July 1, 1971, ~~at which time~~ each and every officer promoted, appointed or transferred to a middle management position shall have satisfactorily completed the prescribed Middle Management Course within 18 months after his initial promotion, appointment or transfer. This section applies to officers promoted or transferred to a middle management position within a department and to officers employed from outside a department and appointed to a middle management position without having completed the prescribed course.

Unanimously adopted as proposed.

~~(e)~~  
(d) Advanced Officer Course

- (2) The above requirement may be met by satisfactory completion of ~~any~~ reimbursable P.O.S.T. certified courses of 20 or more hours.

Unanimously adopted as proposed.

~~(f)~~  
(e) Executive Development Courses

Executive Development Courses are optional and are restricted designed-for to department heads and assistant department heads unless prior approval for reimbursement of other ranks is granted by the Commission. The requirements are set forth in Specification 6 entitled, "Executive Development Courses."

Unanimously adopted as proposed.

~~(g)~~  
(f) Technical and Special Courses

~~(4)~~ Technical and Special Courses ~~shall be-~~  
~~optional-courses-for-which-reimbursement~~  
~~may-be-granted~~ are described in Specification  
8 and are optional.

~~(2)~~ The ~~requirements-for-the-Technical-and~~  
~~Special Courses~~ are set forth in ~~Specification~~  
~~8~~ entitled "~~Technical and Special Course.~~"

Unanimously adopted as proposed.

~~(h)~~  
(g) Seminars

Seminars are described in Specification 13.  
They are optional and are designed to study and  
solve current and future problems encountered  
by middle-managers and executives, law enforcement  
personnel and their agencies. Seminar techniques  
shall take-into consideration the size, location  
and needs of-cities and-counties.- Seminars  
are optional-and-are-reimbursable as-specified  
in-Specification-14B. Attendance at seminars  
may be repeated periodically as approved by  
the Commission. No seminar shall be certified  
that is of less than 18 hours duration.

Unanimously adopted as proposed.

1009 Priority for Reimbursement

Reimbursement for completion of courses shall be  
paid in the following priorities, depending upon  
funds available:

- (1) Basic and Supervisory Courses
- (2) Advanced Officer and Middle Management Courses
- (3) Executive Development Courses and Executive  
Development and Middle-Management Seminars

- (4) Technical and Special Course
- (5) Seminars

Unanimously adopted as proposed.

- (3) Has in its employ any officer hired after January 1, 1971, who ~~does not acquire a P.O.S.T.-Basic-Certificate upon fulfilling the requirements who has not acquired a~~ P.O.S.T. Basic Certificate within six months after date of completion of his probationary period.

Unanimously adopted as proposed.

#### 1015 Reimbursements

- (b) Claim for Reimbursement

~~The employing jurisdiction shall complete and forward the "Claim for Reimbursement", -P.O.S.T. Form-1-3, and accompanying forms to the Commission-~~ Claims must be forwarded on forms provided by the Commission no later than fourteen days after the completion of the a certified course.

Unanimously adopted as proposed.

- (c) Trainees May Be Claimed Only Once

An officer who has successfully completed a course certified by the Commission and for whom reimbursement has been legally claimed or paid may not again be claimed for reimbursement for repetition of the same course regardless of transfer or re-employment by another department, unless the course is designed authorized to be repeated periodically, such as Advanced Officer Courses or Executive Development Seminars Seminars or Advanced Officer Courses.

Unanimously adopted as proposed.

Proposed Changes Specification 2

Subject: Physical Examination

No Change.

Requirements:

1. Medical Examination

The medical examination shall ~~have~~ be given by a licensed physician and surgeon within 60 days of hire.

3. Vision and Hearing

~~The applicant shall possess normal-hearing, normal color vision-and-visual functions as-determined by-the-appointing-authority. -Each eye must-be free-of any abnormal condition or-disease-which-in the opinion of-the-appointing authority might adversely affect-performance-of duty. -He must possess visual-acuity of-not-less than-20/400 vision-in each-eye-without correction-and-corrected to-not-less-than 20/30 in-each eye.-~~ The hiring authority shall establish minimum standards for hearing, color vision and visual acuity.

Proposed change carried with one opposition from Commissioner Kelsay.

Proposed Changes Specification 9

G. The Management Certificate

4. For a period of two years ~~immediately preceding the date-of application~~ shall have served satisfactorily as a department head, assistant department head, or as a middle manager as defined in Sections 1001 (c), (d) and (e) of the Regulations. The required experience shall have been acquired within the past five years from prior to date of application.

Unanimously adopted as proposed.

H. The Executive Certificate

2. No Change.

~~For a period of one year beginning July 4, -1974, experience as a department head may be substituted for this requirement at a rate of one year of experience as a department head shall equal 40 college semester units.~~

Unanimously adopted as proposed

4. For a period of two years immediately preceding the date of application, shall have served satisfactorily as a department head as defined in Section 1001 (c) of the Regulations. The required experience shall have been acquired within the past five years from prior to date of application.

Unanimously adopted as proposed

Proposed Changes Specification 11 Reimbursements

- b. Where no lodging and meals are provided as in paragraph a. above, the maximum reimbursement for lodging and meals shall be based on 100% of the actual costs but in no case more than the current rate ~~for lodging and meals granted state employees under the regulations of the California State Board of Control~~ \$24 per day.

Unanimously adopted as proposed

3. Salary Reimbursement:

Reimbursement for salary shall be based upon the following hours of training:

- c. Advanced Officer Course: Minimum hours required for certification = 20; maximum hours for reimbursement in each fiscal year = 40 hours per officer ~~for officers below the~~

~~first level of supervision only~~, regardless of rank, but not to exceed 25% of the sworn personnel in agencies employing four or more sworn personnel on July 1 of the preceding fiscal year. In cases where the course taken averages less than 40 hours per officer, a proportionate increase in the percentage of personnel may be added to the eligible total, e.g., 20 hours per officer for 50% of total personnel. Reimbursed in 2-hour increments in excess of 20.

B. Middle Management And Executive Development Courses and Seminars

Reimbursements for the Middle Management and Executive Development Courses and Seminars shall be granted for travel, per diem, and tuition. Only department heads and assistant department heads, as defined in Sections 1001 (c) and (d) of the Regulations, are eligible for the Executive Development Courses. and Seminars.

Unanimously adopted as proposed.

C. Seminars and Technical and Special Courses

Because of the varying nature of seminars and technical and special courses, the amount and type of reimbursement allowed for each course will be determined and announced separately by the Commission.

Unanimously adopted as proposed.

D. Priority for Reimbursement

Section 1009 of the Regulations provides that:

"Reimbursement for ~~completion of~~ courses shall be paid in the following priorities, depending upon funds available:

- (1) Basic and Supervisory Courses
- (2) Advanced Officer and Middle Management Courses
- (3) Executive Development Courses and  
~~Executive Development and Middle-Management~~  
Seminars
- (4) Technical and Special Courses
- (5) Seminars"



Unanimously adopted as proposed.

E. Reimbursement Plans

Plan A

Salary Allowance

50% of salary at the rate earned on the starting day up to the authorized length of the course will be allowed, -e.g., -Juvenile Officer's Course, G.Y.A., 51-hours.

Reimbursement for satisfactory completion of certified courses shall be 50% of the trainee's salary at straight hourly working time for the total maximum hours for which reimbursement is allowed.

Salary is that pay rate actually received by the trainee on the starting date of the course.

Unanimously adopted as proposed.

Subsistence Allowance

50% of the cost of meals and lodging shall be allowed if the trainee is required to reside overnight away from his residence. Lunches are not reimbursable. -50% of the actual cost of meals and lodging may be claimed at the rate charged by the school or college. In all cases, 50% of the actual cost claimed for meals and lodging shall not exceed that allowed in State Board of Control Rules for state employees. \$12 per day.

Unanimously adopted as proposed with the following paragraph added:

50% of the cost of lunches, provided for non-resident students while attending a course, is reimbursable when such meals are routinely provided as a part of the paid-for services included in the course registration fee.

Plan D

Subsistence Allowance

100% of the cost of meals and lodging shall be allowed if the trainee is required to reside overnight away from his residence. ~~Lunches are not reimbursable. -40%-of the actual-cost of-meals-and-lodging-may-be claimed at-the-rate charged by-the-school or-college.~~ In all cases, 100% of the actual cost claimed for meals and lodging shall not exceed that allowed in-State-Board-of Control Rules for state employees. \$24 per day. No travel or tuition allowance is made under this plan.

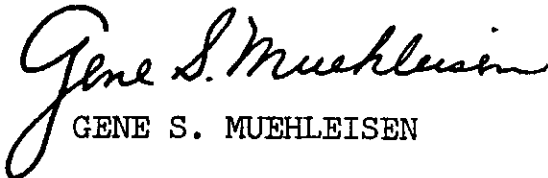
Unless renewed by Commission action, this plan becomes inoperative after June 30, 1972. 1973.

Unanimously adopted as proposed

The preceding adopted amended changes in the P.O.S.T. Regulations and Specifications will become effective July 1, 1972.

Meeting adjourned at 3:30 p.m.

Respectfully submitted,

  
GENE S. MUEHLEISEN